## 2013 Balance of State Continuum of Care Funding Appeals Process

- Applicants will receive a summary of the ranking process by January 15, 2014.
- Agencies that wish to appeal must notify the Homeless and Special Needs Housing unit Associate Director in writing via email no later than January 22, 2014.
  - Appeals must state the following:
    - The agency name,
    - project name,
    - reason for appeal, and
    - agency point of contact.
- Applicants should note that the committee will not use the appeals process as an opportunity to reconsider funding decisions without a clear explanation of problems with the grant application in relation to the review by the ranking committee.
- The Ranking Committee will review all appeals no later than January 24, 2014, and if needed will deliberate via conference call. All explanations must be provided in writing.
- Applicants will be notified of the appeal outcome no later than January 24, 2014.